Application for distance learning event accreditation

Provider:	
Address:	
Tel:	Email:
Contact:	
Title of event:	
Area of personal injury law:	
Date(s):	

Type of event (please tick as appropriate):

(A) Live update web seminar - one-off event ☐

(B) DVDs and on deman web and podcasts ☐

Target audience:

APIL level(s):	
Total number of CPD hours:	Start/finish times:

Breakdown of hours - seminar, live interactive Q & A, test, etc. (please specify clearly):

Objectives:

Expected learning outcomes (inc. understanding gained, factual knowledge or know-how acquired and/or practical skills developed:

How will the event be evaluated?
(Please enclose questions/feedback form)

If (B) how will the questions be given and answers assessed?
(Please enclose questions and answers)

In the case of (B) indicate pass mark:

Details of speakers

List all names below and attached biographical information

I confirm that adequate provision has been made for answering queries about course content and any IT or transmission related problems.

I confirm that we shall comply with APIL monitoring requirements.

Training provider:

Signed:
Name (caps):
Position:
Date:

APIL administration:

Approved:	Date:
Name (caps):	
Position:	

This application must be accompanied by:

1. The programme or details
2. Access details to the presentation for our assessment panel
3. Proposed marketing literature
4. Biographical details of each speaker
5. Fee for each event - £50 + VAT (£25 + VAT for charities, no):

PAYMENT

By cheque - I enclose my cheque for £
(Cheques must be payable to APIL in pound sterling only)

By credit/debit card - please circle given card type Visa debit/Visa credit/MasterCard/American Express	Card holder's signature:
Card number:	CSC:
Start and expiry dates:	
Card holder's address:	

Please contact APIL accounts if you wish to pay by BACs. A VAT receipt will be issued on receipt of payment.
Please note monies are non-refundable and non-transferable.

Please send completed applications and payment to APIL, 3 Alder Court, Rennie Hogg Road, Nottingham. NG2 1RX
Tel: 0115 943 5400